



*for the love of nature™*

**Position Title:** Park Ranger, multiple openings

**Part Time** – Schedule to not exceed 21 hours per week and will take place within:

**Monday through Friday:** 4-7pm January-March and November-December; 5-8pm April-October

**Saturday:** 9am-3pm OR 2pm-7pm January-March and November-December; 9am-3pm OR 2pm-8pm April-October

**Sunday:** 1-7pm January-December

**Reports To:** Vice President of Finance and Operations and Buildings and Grounds Manager

**Position Scope:** The Park Ranger is responsible for keeping the Cibolo Nature Center and Herff Farm clean, green, safe, and welcoming to ensure an excellent visitor experience every day.

**Essential Functions:**

- Inspects, maintains and improves grounds, landscapes, facilities, structures, and site amenities
- Actively engages with visitors to provide excellent hospitality and visitor experience; shares mission, history and news and information with visitors
- Staffs the Visitor Center and Gift Shop, including opening/closing Visitor Center, interacting with guests and volunteers, and process purchases at Gift Shop
- Supports team in facility rentals, volunteer projects, events and programs
- Manages litter, debris and recyclable materials daily to ensure a clean park
- Responsible for daily sanitation of grounds and restrooms.
- Closes park entry gates and public buildings nightly
- Communicates and enforces usage rules
- Collects photo permit fees from photographers
- Works with and helps manage volunteers and community service workers of all ages
- Other duties as assigned

**Knowledge, Skills & Ability Requirements**

- Graduation from an accredited high school or GED
- Reliable personal transportation
- Relevant work experience
- Experience working a cash register
- Strong verbal and written communication skills that balance professionalism, diplomacy, and compassion
- Motivated and able to work independently
- Ability to work nights, weekends, holidays as needed
- Ability to perform routine maintenance when needed
- Ability to perform strenuous physical labor in outdoor setting, including in inclement weather



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- Must be able to bend, stoop, reach and work in a constant pace; lift and carry 40 pounds; carry, climb and work on a ladder
- Can safely operate vehicles and equipment
- Must possess a valid State of Texas driver's license

**Compensation:** \$10-\$12 per hour depending on experience

**Application**

Please send letter of introduction and resume to [hr@cibolo.org](mailto:hr@cibolo.org) with "Park Ranger" included in the subject line.